



Community Action Partnership
Of San Bernardino County



“Next Steps” Homeless Task Force Meeting

Meeting Summary

June 27, 2006

ATTENDEES (per sign-in sheets)

Patricia Nickols, Community Action Partnership
Naomi Norman, Community Action Partnership
Jennifer Young, Community Action Partnership
Rowena Concepcion, Community Action Partnership
Carolyn Debevec, Community Action Partnership
Gerald Brown, Community Action Partnership
Rhonda Milton, HUD Los Angeles Field Office
Joseph Lesante, HUD Los Angeles Field Office
Maria Valles, Foothill Aids Project
Margaret Rochelle, Inland Behavioral Health Services
Elizabeth Jackson, Agape Christian Academy & Ministries
Lydia Guerrero, Loma Linda VA Medical Center
Julie Dobrick, St. John of God Health Care
James Smythe, Desert Manna Ministries
Dave Larsen, San Bernardino County Community
Development & Housing
Angela Pasco, New Hope Village
Laura Burton, New Dawn Residential Care
Joanne Clayton, Foothill Family Shelter
Mike Chavez, Central City Lutheran
Brenda Dowdy, San Bernardino County
Superintendent of Schools
Dr. Mildred Henry, Provisional Accelerated Learning
Sabrina Thigpen, Lighthouse Ministry
Fredda Davis, New Dawn Residential
Robert Bolton, Inland Behavioral and Health Services
Paula Reilly, Center for Higher Living
Leanne Drieberg, Inland Temporary Homes

**“Next Steps” Task Meeting
Minutes of June 27, 2006
Page 2**

Willa Hines, New Dawn Residential
Chris Mardis, San Bernardino County Board of Supervisors
Ivan Mason, Us Vets Initiative
Vivian Caldwell, Center 4 Higher Living
Sandy Givens, Foothill AIDS Project
Darryl Johnson, Nabahood Community Development, Inc.
David Torrence, Lighthouse Ministry
Brandi Sharp, Contact One

I. Welcome and Introductions

Patricia Nickols convened the meeting at 1:40 p. m. and introduced Rhonda Milton, HUD Los Angeles Field Office CPDR for San Bernardino County Continuum of Care and Joe Lisante who worked in the past with the San Bernardino County Continuum of Care (CoC) for a number of years. Ms. Nickols gave Mr. Lisante the opportunity to give remarks. Mr. Lisante thanked all the agencies he had work with and said good bye. He then introduced Ms. Rhonda Milton. Ms. Nickols mentioned that Rhonda has been working with the San Bernardino CoC for about a year now and which has been a pleasant change. Ms. Milton thanked Ms. Nickols and the CoC for their patients and help in meeting the deadlines and promise to have renewals technical submissions back as soon as she can. She encouraged the CoC to send emails if they have any questions or concerns regarding their grants. Ms. Nickols presented Mr. Lisante with an award for his dedication and commitment to the homeless fight and the San Bernardino County CoC.

II. Review of “Next Steps” Accomplishments-February, 2006 through May, 2006

Ms. Nickols mentioned that we would move right into the overview of the Accomplishments because Ms. Milton and Mr. Lisante would not be staying for the entire meeting. Since February we have had two consultants working with Task Force on goals and objectives for 2006/2006. Ms. Nickols gave a brief overview of what has been accomplish to date. Each attendee was given a packet of information to follow along as Ms. Nickols reviewed the work from February, 2006 to May, 2006. The Salvation Army was selected as the pilot agency for HMIS. The computer and printer have been installed, staff has been trained and client information is being inputted into the system. In the next two weeks our goal is to row out three other systems and by the end of July the remaining thirteen agencies fully operational.

Ms. Nickols noted the 211 system under the guidance of the Inland Empire United Way. She stated that if there were agencies not connected with 211, CAPSBC would make sure they get the information to be a part of the 211 system. If you want the community to know what services your agencies is providing it's important to get connected. The 211 System have been in the making for about 5 years, but will go live in September. Ms Nickols commended e

**“Next Steps” Task Meeting
Minutes of June 27, 2006
Page 3**

each agency for there consistency in attending the meetings. She also noted the HUD trainings facilitated by TAD on last week in Los Angeles and Santa Ana. She encouraged HUD grantees and homeless providers to take advantage of the trainings. The trainings will provide information and resource on how to manage HUD grants. One of the goals for 2007 is to up date the Census and Survey Study. The last Study was completed in 2003. This is the best demographics information we have on the homeless in San Bernardino County. HUD is mandating CoC's to do a shelter and unsheltered county of the homeless every other year. Ms. Nickols mentioned goal 6 as being very important this is where the subcommittees committed to attending all meetings, and to meet as often as needed to achieve our goals.

III. Finalize Subcommittee Chairs and Co-chairs

Ms. Nickols stated that the chair and the co-chairs are the two individuals that will take the leadership roles in moving the subcommittees forward and reporting back to the Task Force. CAPSBC will continue to support the task force, but we need is the subcommittees coming together documenting what has been accomplished in your meetings, reporting back to the task force and making sure that you have accurate committee that is meeting on a regularly basis.

San Bernardino County Homeless Coalition “Next Steps” Task Force 2006

| Housing | HMIS | Outreach & Engagement | 10 Year Strategic Plan | Political Partnerships | Access |
|--|---|--|---|--|---|
| Darryl Johnson, Chair, Nabahood Community Development | Robert Bolton, Chair, IBHS | Evette De Luca, Chair Foothill Family Shelter | Paula Reilly, Chair, Center for Higher Living | Dave Larsen, Chair, SBC Community Development & Housing | Cynthia Rollins, SACH Chair |
| Laura Burton, Co-chair, New Dawn Residential | Gerald Brown, Co-chair CAPSBC | Lydia Guerrero, Co-chair Loma Linda Veterans Hospital | Darryl Johnson, Co-chair, Nabahood Community Development | Chris Mardis Co-chair County Board of Supervisor | Emma Gross, Desert Manna Ministries Co-chair |
| Roosevelt Carroll, Salvation Army | Gina Vaughn, U. S. Veterans | Peter Emelue, Inland Counties Services | Leanne Driegerg, Inland Temporary Homes | Claire Burrus, A Better Way | Liddell Potts TAFTT NEWMAN, INC. |
| Ivan Mason, U.S. Veterans | Brenda Dowdy, San Bernardino City Schools | Teddy Green, Foothill AIDS Project | Emelly Ross Spencer, Inland Temporary Homes | Adriane Rich, SBC Community Development & Housing | Fredrick Costello, The Neighborhood Vineyard Church |
| Maria Valles, Foothill AIDS Project | Mike Chavez, Central City Lutherans Mission | | | Paula Espinoza, SB City Economic | |
| | Susie | Mary Young, | | | |

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|--|--|------------------------------|---|---|--|
| Joanne Clayter, Foothill Family Shelter | Hollbeck, High Desert Homeless Shelter | Divine Life Corporate | Vivian Caldwell, Center for Higher Living | Development Agency | |
| Bob Roddick, Inland Counties Legal Services | | Margaret Rochelle, IBHS | | Dior Hildebrand, Los Angeles Community Health Services | |
| Elizabeth Jackson, Agape Christian Academy & Ministries | | Brandi Sharp, Contact One | Wytske Visser, Inland Valley Council of Churches | | |
| Angela Pasco, New Hope Village | | | Julie Bodrick, St John of God | | |

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V. Update on the 2006 Continuum of Care Application

Ms. Nickols reported that to date San Bernardino County CoC has brought in \$38 million. The 2006 CoC application was submitted to HUD on May 25, 2006 in the amount of \$6.7 million. A list was provided to all task force members of the agencies included in the 2006 application. She explained to the task force that this process is always a struggle and if your agency was not included into the application, that it was not a decision made by CAPSBC. A Review Committee independent of CAPSBC reviewed each proposal and looked at the overall effectiveness and performance of your project. CAPSBC hopes to hear in late December if the application is funded.

Overview on 2006 HUD Training

Naomi Norman gave brief remarks on the "Succeeding from the Start" Conference sponsored by HUD on June 21-22, 2006. The purpose of the training was to assist HUD grantees and other participants with problem areas managing their HUD grant, documentation of eligibility, rent calculation and annual review of income, case file management and ongoing individual assessments and the correct way to complete an Annual Progress Report (APR). The two days agenda covered the program guidelines for SHP, SSO, SRO, and S+C, eligible client, eligible activities, eligible components and match requirements. She stated that your Technical Submission is your contract with HUD. If an agency request changes to their contract, the best time to request those changes is in the month of September. If an activity is not specified in

“Next Steps” Task Meeting
Minutes of June 27, 2006
Page 4

the technical submission, it is not eligible. The over all training was very informative and will assist in completing the Annual Progress Report.

Overview of the 10 Year Planning Conference

Carolyn Debevec reported in May 2005 the Governor’s Initiative on Chronic Homelessness was introduced with an inclusion of \$250,000 in the budget to support interagency coordination and development of strategies. In August 2005 Governor Schwarzenegger announced the state’s commitment to a \$50 million program to build permanent supportive housing units throughout the state. In October 2005 the Governor’s Interagency Council comprised of eleven Agency and Department heads met to initiate the development of California’s Ten Year Action Plan on Chronic Homelessness. Stakeholder meetings were held throughout the state to gather input as to what federal issues should be addressed by the state, what actions should be taken within state government, and what actions the state should take to support local efforts to address chronic homelessness.

The results of the stakeholders meetings, along with previous evaluations and the development of ten year plans at the local level formed the basis of the state’s action plan development meetings on June 21 – 23, 2006 in Monterey, California. The meetings were attended by approximately 120 representatives from the public and private sector from throughout the state of California.

Ms. Debevec reported that the “working” sessions were fast-paced and intense, where strategies were developed within workgroups and voted upon by the entire group of representatives.

Homeless Management Information System (HMIS)

Gerald Brown reported that CAPSBC did their first installation of HMIS at the Salvation Army in the month of May. If you attended the Development Tool Training and can remember the information on the walls, the Salvation Army has completed all the tools and the data base has been set-up. The center intake information has been put into the system and we can now enroll clients into the programs and take them step by step through the different program milestones that connect with the activities for the client. We hope to have within the next 90 days all computers and printers installed at your agency and complete your agency development tool. Mr. Brown introduced Justin Feir, the HMIS Automated Technician that will be working with agencies staff on HMIS. The second week of July we hope to selected the next three agencies to install systems and completed development tool. Hopefully we have worked out the bugs and are working with the vendor to make sure everything is in place for HMIS.

**“Next Steps” Task Meeting
Minutes of June 27, 2006
Page 5**

V. Subcommittees Report

Robert Bolton, the HMIS Chair, reported that the subcommittee will worked with CAPSBC to see that HMIS is operational and user friendly when recruiting other organizations to be a partner. CAPSBC's IT staff will schedule a training the week of July 10, 2006 thru July 17, 2006. The subcommittee had concerns regarding confidential information. What information will be seen by other agencies and how much information needs to be seen? CAP's IT staff will research this concern and report back at the July meeting. The subcommittee will work with the IT staff to have three additional agencies operational by the end of July.

Darryl Johnson, the Housing Chair reported that the subcommittee members have been working on the Housing Resources Directory. They will have a list compiled at the next meeting. Darryl will check with the cities Licensing Department to see what active agencies are dealing with emergency housing and shelters. Mr. Johnson reported that 10 sites have been identified for a 125 SRO units. He will email the list out to the housing subcommittee members so they might present the list to the entire task force at the next meeting.

Dave Larsen, the Political Partnerships Chair reported that he met with Chris Mardis, Field Representative for Supervisor Josie Gonzales who is aware of the goal that the subcommittee have for the development of political leadership and reconstituting the Homeless Coalition Policy Council as the official commission of San Bernardino County by February, 2007.

Paula Reilly, the 10 Year Plan Chair reported that the subcommittee will research funding to hire a consultant. The subcommittee has researched several 10 Year Plans around counties in California and other states. The subcommittee feels that the wheel does not need to be reinvented. They will glean information and strategies that have already worked. One of the challenges are how to get the political support on board from other cities in San Bernardino County and funding to accomplish this goal. The subcommittee is planning to attend city council meetings and county meetings to present a plan. The subcommittee is planning to meet before the Next Steps Task Force meeting to strategize a plan.

Lydia Guerrero, the Outreach & Engagement Co-chair reported that the subcommittee will identify homeless outreach workers of each entity in the Homeless Coalition. Establish rapport to facilitate collaboration. This will be a team effort of Evette De Luca, Peter Emelue, and Lydia Guerrero. By consolidating resources and generating a list with current contact information and description of existing services provided. Addressing the homeless person in a holistic manner & focusing on services such as soup kitchens, shelters, specialty programs both at the state and federal level (i.e., substance abuse programs, and mental health programs. The subcommittee will target shelters feeding sites, and all other providing services to the homeless. The subcommittee will make the resources list available to all who serve the homeless, electronically via CAPSBC's web page.

**“Next Steps” Task Force Meeting
Minutes of June 27, 2006
Page 6**

Emma Gross, the Access Co-chair reported that the subcommittee has identified who they need to contact for transportation. The subcommittee is planning to have someone from their subcommittees represented at the transportation meeting. They are planning to get a representative from each region to get an overall picture of what is accessible, and how transportation is being addressed regarding the homeless.

VI. Announcements/Adjournment

Angela Pasco requested that the time of the meeting be changed to 9:00 a.m. to accommodate agencies who have to travel from the High Desert and other cities that are of a distance. The Task Force voted unanimously to move the time from 1:30 p.m. to 9:00 a.m. The new meeting time will take effective for the July meeting.

The meeting adjourned at 4:15 p.m.

The next meeting will be Wednesday, July 19, 2006 at 9:00 a.m. to 11:30 a.m.

Respectfully Submitted by,

Naomi Norman, Program Specialist II